



VCJC Entrance Test Working Group Meeting Minutes November 16, 2021 (4:00-5:00)

Meeting Date and Time: Monday, November 16, 2021 4:00PM – 5:00PM

Meeting Location: This meeting was via Microsoft Teams and Room 118 at 317 Academy Rd. Pittsford, VT 05763.

Members Present: John Federico, Jon Murad, Roger Marcoux, Justin Stedman, Steve Coote, Tom Mozzer, Barb Kessler

Members Absent: Tammy Boudah, Chris Brickell

Others in Attendance: Lindsay Thivierge, Heather Simons

Call to Order 4:05PM

No additions or deletions to agenda

Approval of prior meeting minutes

Motion to approve minutes from 11/8—Roger Marcoux, 2nd Justin Stedman, all in favor.

RFI/RFP Discussion

with this test and make sure everyone has a good chance to pass and no disparate impact.

Discussion of the PT Presentation

Discussion commenced around two choices around what the RFP should include after reviewing vendor submissions.

-Add a more definitive request—we need this vendor to declare psychological component

-Bring the PT recommendation to the Council, bring steps for the RFP to the Council.

Discussion around whether a test can incorporate both the academic and psychological components and whether that should be the basis of the RFP

-This would streamline the entrance process for agencies while having desired outcomes

Dissenting opinion considered that mandating two outcomes in one test would exclude potential bidders that may have great products.

-Is it possible to have two concurrent RFP's with capable vendors having the ability to submit one bid for 2 RFP's?

-Barbara Kessler made a motion to change RFI to RFP and submit one RFP that focuses on the written entrance.

Discussion began around what RFP content should entail—decided that there should be very clear requirements with an executive summary that itemizes what questions need to be answered.

Suggestions were made to include S124, Job Task Analysis, vendor ability for long term, vendor capability for recruitment/retention, ETWG being its own panel for bidders conference.

Motion to Adjourn Roger Marcoux, 2nd John Federico all in favor

Meeting Adjourned 17:05